User and Smartcard Registration

With <u>WinSig</u>, CEFMS must know the IP address of the PC that a user is using. Registering a smartcard is accomplished by simply inserting your smartcard into the smartcard reader.

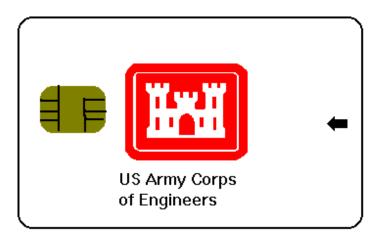
NOTHING WILL PROMPT YOU TO DO THIS!

When the smartcard is inserted into the card reader a window will appear announcing that the smartcard is being registered (see below).

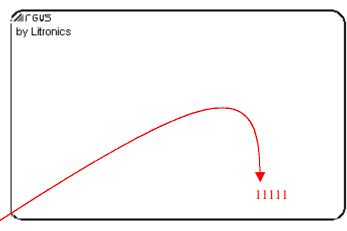


The following steps will help you register your card

- If this is a NEW card
- You are registering your card for the first time
- Or receive a message that states that your card must be re-registered



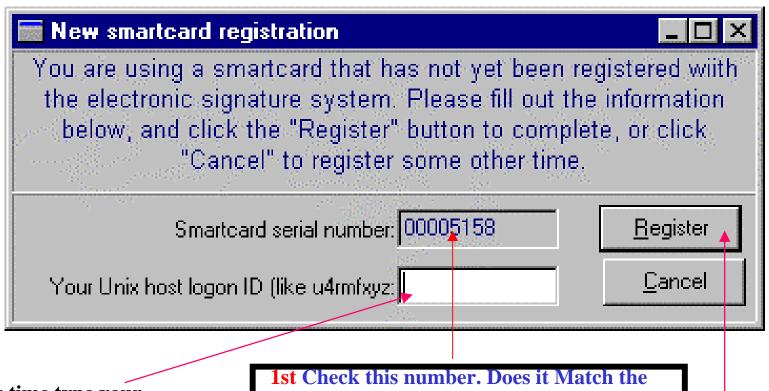
(Front Side)



(Reverse Side)

Verify the Serial Number on the reverse side of your Smartcard and then Insert it into the Card reader attached to your PC.

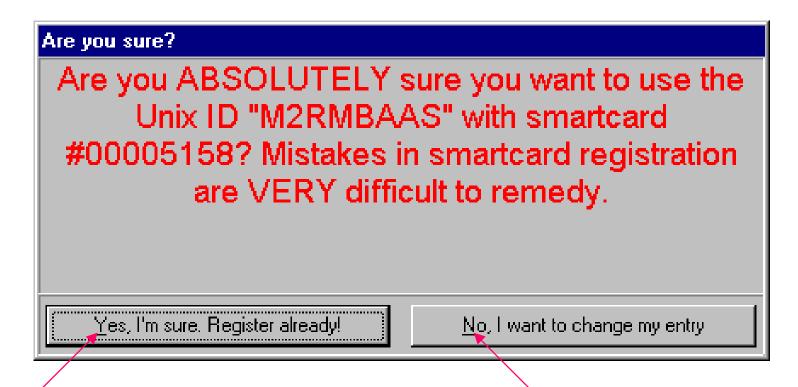
Now you will see a windows like the following one.



At this time type your USERID (M2XXXXXX). This is a one time requirement.

1st Check this number. Does it Match the one on the reverse side of YOUR CARD? Yes, then continue, but if is not then Stop and Check with Barbara Wilkes.

Click Register



If the above information is **ABSOLUTELY** correct, click here.

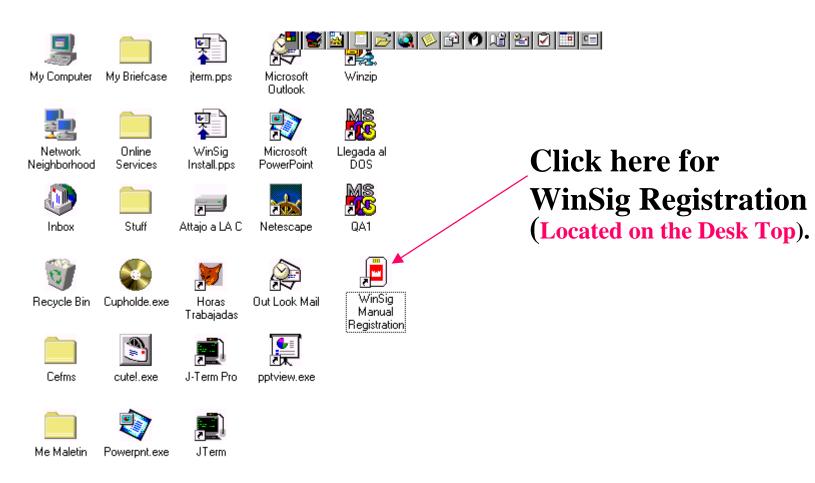
If the above information is **NOT ABSOLUTELY** correct, click here.

WinSig Configuration without a signature card

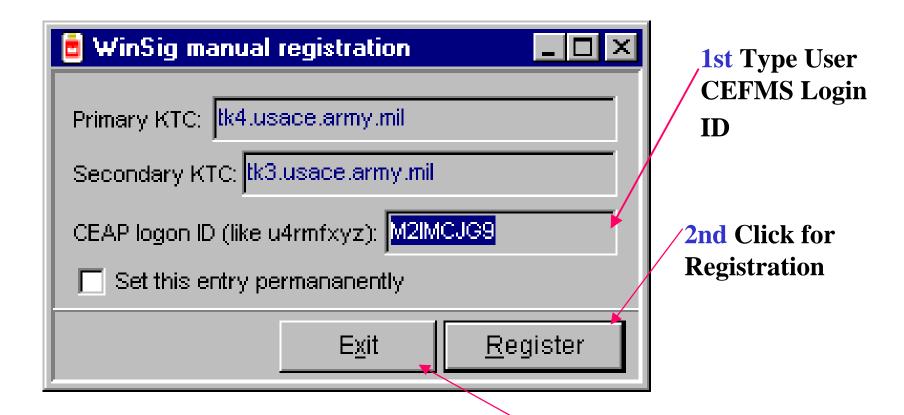
If you are using someone else 's <u>PC and do not have your</u>

<u>signature card</u>, the following steps will help you

Configure WinSig







3rd Click to Exit and Save

REMEMBER

Any time a user's IP (Internet Protocol) address changes, that user needs to re-register to WinSig, either by inserting his/her smartcard (those with PC card readers) or clicking on the Manual Registration ICON on the desktop. Failure by a user to re-register upon an IP address change will cause WinSig to work improperly. Again, For Users with Smartcards, it is recommended that you get into the practice of Always inserting your smartcard before enter CEFMS to prevent problems.

FOR ALL SMARTCARD USERS, RECOMMEND THAT YOU GET INTO THE PRACTICE

OF ALWAYS INSERTING YOUR SMARTCARD BEFORE YOU ENTER CEFMS, TO PREVENT PROBLEMS.

NEW LOGIN TO CEFMS WILL BE...

[cpc25: /swd/m2xxxxxx]%fms

for other databases on our machine (CPC25) (% fms m0)